



भा0कृ0अनु0प0-सरसों अनुसंधान निदेशालय,
ICAR-DIRECTORATE OF RAPESEED MUSTARD RESEARCH
सेवर, भरतपुर 321 303 (राज0)
SEWAR, BHARATPUR (RAJ.) 321 303

Tel:05644-260379/ 260154(O)
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F. No. 4-408/SP/AC/2014

Dated: 03-03-2017

List enclosed

Sub: Quotation for Purchase of "Air Conditioners" at DRMR -reg.

Dear Sir(s),

You are requested to kindly quote your lowest rates keeping in view the following conditions in respect of the articles indicated overleaf/as per statement enclosed (Schedule to Tender).

1. No advance payment will be made. However, the payment is normally made within 30 days from the date of receipt of material in good condition as per order.
2. Payment will be made by mode of e-payment to the supplier/firm after satisfactory supply of ordered material and receipt of pre-receipt.
3. The quantity proposed in the quotation may be increased or decreased at the discretion of the authority while placing the order.
4. Quotations not found according to specification will be rejected/not considered.
5. The firm should supply the printed literature, operational manual etc., if applicable. The firm should also supply a copy of the authorised dealership certificate of the item, if applicable.
6. Quotations should remain valid for 6 months from the date of quotation.
7. The rate should be on F.O.R. DRMR, Bharatpur/KVK, Gunta, Bansur, Alwar basis for indigenous items.
8. No. form 'C' & 'D' for sales tax will be issued. Payment will be made at full rate, if applicable. However, the firm is required to produce the valid sales tax Registration No. The firm should also indicate PAN/TIN as per Income Tax Rules.
9. The Rates quoted should **be clearly be indicated in figure as well as in words**. While quoting the rates, it may be clearly indicated whether the items are inclusive or exclusive of ST/VAT, CST, Excise Duty, Custom Duty, Octroi etc. either in terms of percentage or in absolute term.
10. Delivery will have to be made normally within 30 days from the date of issue of our order or as mentioned in the supply order unless such extension is allowed by the Institute **failing which suitable penalty as indicated in the supply order will be imposed.**
11. The quotation may be sent to the office by courier/Regd. Post/Speed Post in sealed cover superscribed with "Quotation for Purchase of Air Conditioners due date **17.03.2017** and the same must be reach to this Office on or before **17.03.2017 upto 3.00 PM** failing which it will not be considered. The quotation should be dropped in the Tender Box placed in the Purchase Section.
12. In case of any disputes, the decision of the Director, DRMR, Bharatpur shall be binding on the part of the contractor/supplier.
13. Director, DRMR, Bharatpur reserves the right to accept or reject any or all the quotation without assigning any reason.
14. All bid must be accompanied by a bid Security/Earnest money deposit (EMD) Rs. 3000/- in shape of DD/STDR/FDR in the name of **ICAR Unit-DRMR, Bharatpur.**

P.T.O. ★

Quotation

15. Guarantee/Warranty may be provided for the item(s) for which rates are quoted.
16. The firm awarded the contract may/will have to furnish a performance security in the form of Bank Guarantee as per the proforma to be supplied alongwith supply order or FDR pledged to **"ICAR Unit – DRMR, Bharatpur"** from a scheduled Commercial Bank for an amount which may vary from 5% to 10% of the value of the contract at the discretion of Director, which should remain valid for the entire period of warrantee plus two months.
17. No part supply will be allowed.
18. Installation/Demonstration were-ever required will have to be done by the firm free of cost by their representative/engineer.
19. The details of this NITs are also available in our web site-www.drmmr.res.in.

Yours faithfully,

ADMINISTRATIVE OFFICER

**Schedule
to Tender**

S.No.	Particulars	Quantity	Place of
1.	Air Conditioners 5 star rating :- Split AC- 2 Ton – 3no's Split AC- 1 ½ Ton -1no's Window AC – 2 Ton - 1no's	05 Nos.	DRMR, Bharatpur

❖ 2 AC delivery/installation at KVK, Gunta, Bansur, Alwar.

ADMINISTRATIVE OFFICER

Internal copy to :-

I/c Aris cell for publication or DRMR website.